September 8, 2022

Dear Dr. McDowell,

Please accept this letter as notification of my intent to retire from the Colchester School District, and in particular, Bacon Academy, at the end of the 2022-2023 school year. At that time, I will have served the district as a math teacher for twenty years.

I have been advised that in order to be eligible for severance pay for a percentage of my accumulated unused Sick Leave days, I am required to inform the Board of Education of my intent to retire prior to October 1, 2022. I have been instructed by Mr. S. Ramsby to send this letter to your attention, and by doing so, I will have fulfilled this obligation. Please advise if this is not the case.

Thank you and kind regards,

Pauline R. Hyla

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